

**PARKS TRADES WORKER**

**DEFINITION**

To provide technical and functional supervision over assigned maintenance personnel; and to perform a variety of semi-skilled and skilled tasks involving carpentry, masonry, and electrical trades to improve, maintain, renovate and repair City parks facilities.

**DISTINGUISHING CHARACTERISTICS**

This is the advanced journey level class in the Parks Maintenance Worker series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed and the complexity of duties assigned. Employees provide lead supervision over maintenance personnel and perform semi-skilled and skilled parks maintenance repair and construction work. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

**EXAMPLES OF DUTIES** (Illustrative Only)

- Prepares budget input for short and long-term projects; oversees expenditures to ensure cost overruns do not occur.
- Performs daily inspection and preventative maintenance of city parks and park facilities; identify safety hazards.
- Plans, schedules, assigns, directs and reviews the work of assigned maintenance personnel.
- Oversees and participates in the cleaning and maintenance of park and parks and recreation facilities.
- Performs maintenance and alterations to City parks; identifies and evaluates construction-related problems; repairs and/or renovates park structures; and other related tasks.
- Performs maintenance on electrical systems found in the City's parks; repairs and replaces score board lights, security lights, and other electrical fixtures; troubleshoots, repairs, and runs circuits; identifies circuits and calculates circuit loads; tests voltages, ohms, grounds, neutral and common wires; runs conduit; wires electrical circuits.
- Utilizes aerial lifts in all weather conditions to perform required installation and repair of devices and equipment.
- Repairs block/brick structures, patches cement, constructs forms and pours concrete for small jobs such as walkways or slab repair.
- Work effectively with contractors on city-approved projects; seeks bid and estimates for proposed projects.
- Designs small irrigation systems.

- Operates a variety of equipment used in park maintenance work including backhoes, trenchers, mowers, edgers, blowers, and chain saws; train subordinate employees as needed.
- Assists supervisor in scheduling of work and assignments related to parks and park facilities maintenance.
- Plans and recommends materials needed for work projects; order approved supplies and equipment.
- Prepares and maintains preventative maintenance schedule and logs of work performed.
- Applies herbicides and pesticides.
- Act as Parks Maintenance Supervisor as required.

## **QUALIFICATIONS**

### **Knowledge of:**

- Use and purpose of common materials, tools, equipment, and methods used in carpentry, painting, electrical, masonry, and related trades.
- Basic record keeping principles and procedures.
- Tools, equipment, and materials used in parks maintenance and construction work.
- Proper planting and maintenance of trees, shrubs, flowers, and lawns.
- Applicable codes, regulations, and safety orders.
- Occupational hazards and safety precautions of parks maintenance and construction work.
- Basic supervisory principles and practices.

### **Skill in:**

- Reading blueprints of structures and work plans.
- Performing skilled maintenance and repair tasks.
- Overseeing, assisting, and training assigned maintenance staff.
- Preparing and develop cost estimates and budget figures.
- Maintaining records and preparing work and time reports in parks and parks and recreation facilities maintenance areas.
- Using and operate hand tools, mechanical equipment, power tools and equipment safely and effectively.
- Working with contractors on city-approved projects.
- Exercising independent judgment and initiative without close supervision.
- Communicating clearly and concisely, both orally and in writing.
- Establishing and maintaining effective working relationships with those contacted in the course of work.

A typical way of gaining the knowledge and skills outlined above is:

Equivalent to the completion of the twelfth grade and four (4) years of parks maintenance and construction experience.

Licenses and Certificates:

Possession of, or ability to obtain a valid California Class A Driver's License.

May require the possession of specialized licenses or certificates related to area of assignment as required by law.

**PHYSICAL DEMANDS**

Mobility to traverse sometimes uneven terrain, periodically standing, stooping, bending, climbing, kneeling, twisting and reaching to perform inspection and maintenance activities; vision to read handwritten and printed materials and a computer screen; hearing and speech to communicate in person and by telephone; manual dexterity to operate tools, cleaning materials, and computers, and to grasp tools; ability to lift and carry items weighing up to 50 pounds such as tools, equipment, sacks of fertilizer and bags of cement for distances up to 100 feet. Requires operating a vehicle and traveling to various work sites throughout the city to perform and inspect work, supervise crews and attend meetings which may involve exposure to traffic, above-average noise, machinery hazards, and chemical agents related to the work. Requires the use of aerial lifts in all weather conditions to perform required installation and repair of devices and equipment. May be required to work multiple shifts during emergencies, seasonally-caused circumstances, or special projects in varying weather conditions.

FLSA: NE

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent. Additionally, incumbents may be required to follow any other instructions and to perform any other related duties as may be required by their supervisor.